

TOWN OF HOT SULPHUR SPRINGS

**TOWN BOARD
REGULAR MEETING**

June 20, 2019
6:30 PM
TOWN HALL
513 ASPEN ST.
HOT SULPHUR SPRINGS, CO
www.HotSulphurSpringsCO.com

6:30 PM CALL TO ORDER-ROLL CALL

Mayor Robert McVay (CML Conference-Phone In), Mayor Pro-Tem Christine Lee, Trustee Dan Nolan, Trustee Ray Tinkum, Trustee Tim Harvey, Trustee Kevin Jones, open seat

1. Consent Agenda

Trustee Ray Tinkum moved and Trustee Tim Harvey seconded to approve the consent agenda for June 20, 2019 and the minutes from May 16, 2019. All voted aye. Motion passed.

2. PUBLIC COMMENT-

Annette Baughar would like to be a candidate for the open seat. She has not submitted a letter of interest, but will get that turned in to the town.

3. YVONNE KNOX- RESIGNATION LETTER FOR P&Z, BoA-

Yvonne Knox has been a member of the Hot Sulphur Springs planning and zoning board from as early as 1971. She is tendering her resignation tonight, but will participate on the Boards for at least 60 days. This will give the Board time to advertise 30 days for the open seats on both the Planning and Zoning Board, and the Board of Adjustments, and then 30 days to make the appointments. At that time, she will turn in her official resignation letter. The Board thanked Yvonne for her longtime service in these positions.

4. Justin Strang-Access (easement) for water, sewer and a driveway for a lot he is looking to purchase-Oakley will check with RG and Associates to see if this would be feasible.

5. RUIZ RESPONSE TO NUISANCE VIOLATION: Fence at Legal Description: Lots 1 & 2, Block 13, Hot Sulphur Springs; Generally located south of and adjacent to Grand Ave and west of and adjacent to 1st Street-Mr. Ruiz needs to fulfill his responsibility and replace his chain-link fence with a 6-foot wooden privacy fence by August 15th.

6. PUBLIC HEARING: LIQUOR LICENSE RENEWAL FOR CANYON LIQUORS AND GIFTS, INC 501 BYERS AVE #14 & #15 HOT SULPHUR SPRINGS, CO 80451- All documents have been received and license fees have been paid. No complaints have been lodged against the business.

Trustee Tim Harvey moved and Trustee Ray Tinkum seconded that the Liquor License Renewal for Canyon Liquors and Gifts, INC be approved. All voted aye. Motion passed.

7. PUBLIC HEARING: LIQUOR LICENSE RENEWAL FOR DEAN PUBLIC HOUSE/ STAGECOACH COUNTRY INN LLC 412 NEVAVA STREET HOT SULPHUR SPRINGS, CO 80451-All documents have been received and license fees have been paid. No complaints have been lodged against the business.

Trustee Ray Tinkum moved and Trustee Kevin Jones seconded that the Liquor License Renewal for Dean Public House/Stagecoach Inn LLC be approved. All voted aye, Trustee Tim Harvey abstained. Motion passed.

8. CODE ENFORCEMENT OFFICER- RICH CARLSON-Christine Lee will get in contact with him. He is currently reviewing our town code. Trustee Kevin Jones asked what everyone thought as to how the town would use the Code Enforcement Officer. It was a general consensus that the CEO (Code Enforcement Officer) would act on

citizen's complaint, assess if the complaint is a violation of the nuisance ordinance, and follow through with the clean up of the violation.

9. COMCAST FRANCHISE AGREEMENT-Tabled to July meeting

10. STAFF

- a. CDPHE SEP Project/CDPHE SRF-SEP project is getting close to approval from the CDPHE. Bid process will open after January so work can begin in the spring on the river restoration project. The SRF (State Revolving Fund) application for a loan for the new skid for the town water plant is moving forward.
- b. WWTP Solar meeting with Rowena-Met with Ed Duerr and a colleague, Rowena, about a floating solar array on the wastewater treatment ponds. The town of Walden recently did this to their wastewater plant. Two benefits would be saving power and also shade for the ponds. This will be done through grants and will save the Town money.
- a. Caselle Software Upgrades- Business license, Cemetery management, cash receipting, timekeeping-As the Town moves forward with our Caselle upgrade, there are other programs that we could add at any time if the Board felt like we needed any other programs. The Board will review again in September.
- b. w/s billing + Mayor letter/CCR/Park updates/delinquent account shut off at acct 65.02, 195.06
-The Consumer Confidence Report will be enclosed in the upcoming water bill and also a Flushing Notice, which typically stirs up some color in the water lines. The Water and Sewer bills will be mailed out the end of June-July 1st.

Pioneer Park Updates-Things are going well. There are less problems, partly due to the diligence of the camp host, and partly due to the camping fee.

Town Park-fee water station still needs a backflow preventer. Once this is done, it will be up and running.

Delinquent Accounts-There were 2 accounts that were shut off. One property is under contract and that account should be paid off once the property sells.

The Town is working with TJ (Planner) to finalize all of the paperwork concerning the Rob Firth property. Once this is done, Rob will go before the Town's Planning and Zoning Committee.

Jessie reported on the CML conference as she attended one day for classes, and Bob is currently there. CIRSA is offering an ethics training for Town Boards that could be beneficial. Jessie also discussed the possibility of the Town having a Facebook page that conveys information to the public as to what the Town is doing. Many Boards do a Study Workshop that would happen before the meeting to go over items before the public meetings. This gives the Board a chance to review the information a bit more in depth.

11. DISCUSSION ITEMS:

- a. Town of HSS Employee Personnel Guidebook- per Town Attorney: BoT can pass handbook on motion, resolution not needed for update. See notes from Town Attorney-The Board wants to remove all FMLA from the handbook as the Town is not required to have it. Remove the "full and part time employees" under Holiday on page 11. Leave verbiage in handbook concerning firearms. They accept all other changes recommended by the Town Attorney.
- b. Hinton Burdick 2018 Financial Audit-See if the auditors can call in at 5:30-6:30 pm before the July 18th board meeting.
- c. Pledge of Allegiance at beginning of each BoT meeting-After discussion, it was a stalemate as to say the pledge or not. It will be put on the July agenda again.
- d. Memorial bench for Caleb Killion- hole 14 of frisbee golf course, to be installed August-Caleb Killion's (town employee who passed away) family would like to place a granite bench on the frisbee golf course in memory of Caleb. The family would purchase it and would like permission to set it in the town's Pioneer Park

- e. Nuisance Violation- Logging Truck at 141 E Grand Avenue- There has been no response from the property owner. The town attorney will be contacted, with the next course of action being would be pursuing a case in municipal court.
- f. Cowardin Fence- invoice to be received July BoT meeting
- g. Hot Sulphur Days Recap-Things went well and the Board extended their thanks to Chris Lee for her leadership and organization.
- h. High water awareness brochure-FYI
- i. Noxious Weed Spraying & RPF-FYI-Trustee Kevin Jones asked that the spraying be done as soon as possible before the weeds mature.
- j. GCWIN dues for Town of Hot Sulphur Springs- Grand County Water Information Network-They provide information that we use for grants and membership gives us more clout in dealing with the organizations making water decisions.
- k. CML Conference June 18-21 Breckenridge, Town Staff to attend CIRSA luncheon Tuesday 6/18-Lucas and Oakley attended and received their awards from CIRSA. Mayor Bob had a bit of a fender bender in the parking garage with the town truck.
- l. CDOT Region 3 Meeting Tuesday June 25 at 1:00pm GC BOCC meeting Room-The Town will be on the agenda requesting a crosswalk again.
- m. TOHSS Working Capital Revenue spreadsheet- next meeting June 25 4pm (after CDOT mtg)
- n. Fourth of July Holiday- FYI Thursday July 4 Town Hall Closed
- o. Website upgrade-Not much work has been done on this. We did receive the invoice for obtaining a new domain. Trustee Dan Nolan had a list of things he would like changed or updated on the website. We need to keep current the agendas and minutes. We need to remove the 2014 election results, pictures of Jim and Jack who no longer work for the town, 2014 RFP.
- p. Chance Harms letter of interest. Annette Baughar was also interested in the open seat on the Board but has not submitted a letter. Discussion of whether to wait and appoint the open seat at the next Board meeting, but Trustee Tim Harvey suggested that since we have a letter of interest from Chance Harms, that we accept it and appoint him at the next Board meeting.

12. OPEN ACTION ITEMS:

- a. Phase 2 Tree Planting at Town Park-Dan and Kevin, BOCC CTF Grant Application-Trustee Kevin Jones suggested making an order for the trees in February so we can get the trees in the spring and plant them then as opposed to the Fall. It was suggested to get in a grant request for the BOCC in January, so the money will be available for a February order.
- b. Dick Johnson tree seedling project-Kevin Jones-Invite Dick Johnson to a meeting to see if he would still be interested in talking with the Town.

13. ACTION ITEMS:

- a. Accounts payable in the amount of \$27,983.90
Trustee Ray Tinkum made a motion and Trustee Tim Harvey seconded to accept the accounts payable in the amount of \$27,983.90. All voted aye. Motion approved.
- b. Payroll in the amount of \$22,070.878 (3 pay periods)
Trustee Ray Tinkum motioned and Trustee Kevin Jones seconded to approve payroll in the amount of \$22,070.90. All voted aye. Motion approved.
- c. Code Enforcement Officer Approval-Tabled for July meeting
- d. TOHSS Employee Personnel Guidebook
Trustee Dan Nolan motioned and Trustee Tim Harvey seconded to accept the changes to the Employee Personnel Guidebook. All voted aye. Motion passed.
- e. COMCAST FRANCHISE AGREEMENT-Tabled to July meeting
- f. Nuisance Violation- Fence at Legal Description: Lots 1 & 2, Block 13, Hot Sulphur Springs; Generally located south of and adjacent to Grand Ave and west of and adjacent to 1st Street

Trustee Ray Tinkum motioned and Trustee Tim Harvey seconded to accept the date of August 15, 2019 for Mr. Ruiz to put up his 6-foot wooden privacy fence on which was previously agreed. All voted aye. Motion passed.

- g. Nuisance Violation- Logging Truck at 141 E Grand Avenue
Trustee Ray Tinkum made a motion and Trustee Dan Nolan seconded to move forward with the Nuisance violation, logging truck at 141 E Grand Avenue. All voted aye. Motion passed.
- h. Permission to place a bench in Pioneer Park in memory of Caleb Killian
Trustee Ray Tinkum motioned and Trustee Dan Nolan seconded to allow the family of Caleb Killian to place a memorial bench in Pioneer Park. All voted aye. Motion passed.
- i. GCWIN dues
Trustee Dan Nolan Moved and Trustee Ray Tinkum seconded to approve dues of \$356.00 to be paid to the Grand County Water Information Network (GCWIN). All voted aye. Motion passed.
- j. Chance Harms letter of interest for open seat on the Board
Trustee Dan Nolan motioned and Trustee Ray Tinkum seconded that Chance Harms be accepted to fill the vacant Board seat. (To be sworn in at July's meeting). All voted aye. Motion carried.

14. OTHER BUSINESS

Bob McVay-Need to check with our attorney to be clear on any conflict of interest concerning jobs that Harms and Sons would be doing since Chance will now be on the Board.

Dan Nolan-The FS10 report needs to be corrected as it is showing a \$10 million amount in our water department.

Christine Lee-No

Ray Tinkum-No

Tim Harvey-Tim was approached by a group wanting to do a fundraiser for the disc golf course in early October. It would consist as a tournament, lunch, etc... Would they be able to turn funds in to the Town? Tim was encouraged to have them pursue the proposal and get more information to the Town.

Kevin Jones-Complained about the potholes. Lucas was asked as to when Phase 2 would be done. It had not been approved by the Town Board so-

Trustee Ray Tinkum motioned and Trustee Dan Nolan seconded to move forward with Phase 2 of the street project, not to exceed \$60,000.00. All voted aye. Motion passed.

Open seat

- 15. ADJOURNMENT- *Trustee Tim Harvey moved and Trustee Ray Tinkum seconded to adjourn at 8:35pm. All voted aye. Motion passed.*

Mayor Robert McVay

Jessie Webb, Town Clerk